

**The Connecticut EMS Advisory Board
Emergency Preparedness Committee
MEETING MINUTES
January 8, 2015
New Britain EMS**

Present: William Ackley – Committee Chair, Michele Connelly – DPH/OEMS,
Judi Reynolds – DPH/OEMS, Damian Rickard – American Ambulance,
Gary Allyn – West Hartford Fire, Alex Morisano – New Britain EMS

1.0 Call to order

Chair Bill Ackley called the meeting to order at 09:37AM at New Britain EMS.

2.0 Minutes

A motion to approve the minutes of December 4, 2015 was made by Michele Connelly, seconded by Damian Rickard and approved unanimously.

3.0 Initiatives for discussion

- **Emergency Vehicle Response in Hazardous Conditions**
 - At the last CEMSAB meeting Bill presented the Emergency Response in Hazardous Conditions document for their review and discussion. Response was favorable. Chief Allyn commented the draft had gone to the Fire Academy for review, the person it was sent to has changed positions which is probably creating the delay in response. Chief Allyn feels we should move forward. There was discussion on the next steps for the document. Brenda Tenney, East Hartford Fire Department, and Chief Pendl of Cromwell Fire also will be taking the document to the Career Chief's for review and comment. Changes may be directed back to our committee.
- **2015 Benchmarks & Goals**
 - **Guidelines for EMS Response to Special Hazards**
 - **Reporting Standard, Policy & Practice**
 - ❖ Notification Tree
 - ❖ Mass Gatherings
 - ❖ Stand-bys
 - ❖ Special or Unusual Events
 - ❖ Event Incidents
 - **MCI Trailers**
 - ❖ Inventory
 - ❖ Storage
 - ❖ Deployment

At the last meeting there was discussion on setting benchmarks and goals for 2015. There was discussion on:

- EMS Response to Special Hazards
- Reporting Standards, policy and practice
- MCI Trailers
- Statewide Unit Identifiers.

Bill spoke on incorporating all those elements into a Special Operations All Hazards Guide. There is nothing statewide currently.

Discussion on the MCI trailers included the process to request them, currently those calls are done through the CMED's. Equipment and set up on each trailer differs, there is no set inventory for them and no process for restocking. Funding is an issue. Jon Best was unavailable for today's meeting, Bill will contact him to attend next month if possible. Alex noted the trailers were originally outfitted in 2006 and some equipment made be expired or no longer needed. ALS supplies will most likely be removed per comments made previously by Jon Best. Bill commented that without an inventory of each trailer there is no way to know what needs to be replaced or discarded, and we are unable to research how to request the needed funding for that equipment. Alex and Damian both noted they conduct an inventory of the trailers based with them each year.

Currently trailers are based at American for Region 1, New Britain EMS for Region 3, AMR New Haven for Region 2, Region 1's location is Access in Stratford but there is question whether it is being stored there or not, Danbury Fire holds Region 5's. The difficulty of storing the trailers inside was discussed. Actual deployment of the trailers to different areas of the state was discussed and issues with the areas they are staged in not always being optimum for use.

Bill will follow up with Jon Best on a possible Spring meeting at Camp Hartell and the possibility of the committee assisting with the inventory. Alex expressed concern over the lack of preventative maintenance and the difficulty in having repairs made. Minor repairs can take several months to have completed.

Bill suggested developing a proposal to Jon Best on better utilization of the trailers, he asked Damian and Alex to work on it since they hold trailers. In discussion of a deployment mode, Chief Allyn commented on inserting EMS assets into the State Fire Plan. The plan already includes other assets, adding available EMS assets would make it a more comprehensive response plan, and we wouldn't be reinventing a process already in place. Chief Allyn will forward the State Fire Plan to the Committee members for reference. Chief Allyn spoke about the importance of having all agencies work together. There was discussion on past experiences with multiple agency response. He will forward the Florida State Plan to the group for reference also. Bill feels the EMS Coordinator's should be point people on this.

There was question of who has authority and ownership of the trailers, Bill answered Emergency Preparedness/DPH.

Bill spoke about work being done in Region 1 to develop a regional EMS asset list. Discussion followed on development of an EMS Asset list statewide.

➤ **Statewide Unit Identifiers**

There was discussion on developing statewide unit identifiers and making this project a priority for the Committee. There was discussion on current methods used throughout the state for unit identification. Using town tax codes as a base for the identifiers and how to integrate the commercial services into the system was discussed. Bill will start to put together some preliminary ideas using the town tax codes as a base. Chief Allyn feels having identifiers in place is an important step in planning for other initiatives such as a Special Operations All Hazards Guide.

4. Other Business

- Bill informed the group that David Bailey has resigned from OEMS/DPH as Region 3 Coordinator, there is no replacement as yet. David has chosen not continue on the Committee, the group wishes him the best in his new position at Hartford Hospital.

The group discussed adding a hospital representative and police representative to the committee. Committee members will reach out to their contacts to see if there is interest.

Tasks for next month:

- Chief Allyn will send the Connecticut State Fire Plan and Florida Fire Plan to the committee members.
- The committee will review the Massachusetts, Virginia and New Jersey task force plans.
- Consideration of police and hospital representatives for the committee.

5. Adjournment

Meeting adjourned 11:00AM.

Respectfully Submitted:

Judi Reynolds

OEMS Region 2 Coordinator